

COMMERCIAL PERMITS IN COCHISE COUNTY

Site Plan Instructions

Draw Site Plan on one, or more, sheets of plain 11 inch by 17 inch, or larger, white paper. Site Plan information must be clearly legible and complete. The following items should go on the Site Plan drawing:

Existing Conditions:

- ☐ Assessors' Tax Parcel ID Number.
- ☐ Property boundary lines and dimensions from Assessors' Parcel Map and/or related legal documents.
- ☐ North arrow, drawing scale, date prepared, and street address if known.
- ☐ Show location and dimension existing easements and rights-of-way within and adjacent to the parcel: roadway and driveway ingress and egress, utility, drainage, etc.
- ☐ Identify existing off-site roadways adjoining or serving the property: name, surface material, speed limit, width, status as easement or right-of-way, dimensioned location of actual travel-way lanes within the easement or right-of-way limits.
- ☐ Show direction of natural storm drainage flows on the property, and the location, depth and width of all drainage-ways or natural washes within 300 feet of proposed improvements.

Existing with Proposed Conditions:

- ☐ Show the location, exterior dimensions, height, use and material type(s) of all existing and proposed buildings, structures, walls, fences, etc.
- ☐ Indicate the location and type of existing and proposed utility lines, drainage facilities including culverts, and sewers/septic facilities.
- ☐ Show location, dimensions and material type of existing and proposed curbs, gutters, pathways and sidewalks.
- ☐ Show existing and proposed Driveways, Parking, and Loading Areas: locations, layouts, dimensions, surface material(s), parking spaces (including handicap/ADA), property line setbacks.
- ☐ Show or note distance from driveway(s) to nearest roadway intersection, and distance to nearest driveways on neighboring parcels.
- € Show location, size, height and type of all existing and proposed signs: include drawing of sign(s) with copy (display information) and dimensions
- ☐ If land area to be cleared for the proposed use(s) is more than 1 acre - or more than one-half of your parcel, show dimensions of area to be cleared, and proposed dust and erosion control measures.
- ☐ Dimension distance from each building to adjacent property lines and distance between all buildings, and clearly indicate whether existing, proposed, or both.

ADDITIONAL EXISTING ITEMS MAY BE NECESSARY TO INCLUDE IN SOME APPLICATIONS

Additional requirements for Commercial Permit Site Plans (may be needed for your specific proposal):

- ☐ Accurately dimensioned location of wells, septic tanks, leach fields and 100% expansion areas.
- ☐ Distance (Separation) between well and closest portion of septic system, and distance of each from all property lines and washes.
- ☐ Location, type and dimensions of any outdoor storage, display or other activity areas.
- ☐ Location, type and height of screening, including for dumpster.
- ☐ Street dedication and off-site infrastructure improvements.
- ☐ Outdoor lighting location, type, shielding, wattage, height.
- ☐ Landscape plan, showing location and type of landscaping [Separate Sheet]:
 - Extensive landscaping information on desert appropriate plant selection, groundcovers and vines, low water use zones, rainwater harvesting opportunities, gray-water applications for irrigation, xeriscapes is available at the Cochise County Community Development office and on-line
 - Section **1806 Landscaping** of the County Zoning Regulations requires a minimum of three items: five (5) percent of the developed area of the site to be landscaped; minimum five (5) feet wide strip along any abutting street; a sight triangle/clear zone must be shown.
- ☐ Drainage and grading plan.
- ☐ Water Conservation measures if site is one acre or larger.
- ☐ **New** construction (site built only) “Hot Water on Demand” as required per Sierra Vista Sub-watershed Water Conservation Overlay Zone shown on construction plans
- ☐ If new or replacement “Commercial Laundry Facility”, Artificial Water Features”, Landscaped Median”, “Outdoor Sprinkler System” or “Evaporative Coolers” show compliance with Sierra Vista Sub-watershed Water Conservation Overlay Zone